

B.A. Bulletin

March 2000

Important Health Benefits News for Benefits Administrators

Upcoming Events

MAR

Mar. 20 ~ New request for proposals published on Employee Self-Service system

Mar. 27 ~ *Spotlight* released for printing

APR

Apr. 3 ~ B.A. registration continues for meetings in April and May. Register now!

Apr. 10 ~ *Spotlight* notification issue mailed to B.A.s and employees, materials available for B.A. orders

Apr. 19 ~ B.A. and employee meetings begin in Richmond

MAY

May 1 ♦ Special enrollment begins for those with discontinued plans, open enrollment for Long-Term Care Insurance begins

May 3 ♦ Final B.A. and employee meeting held in Abingdon

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Virginia Department of Personnel and Training

Long-Term Care Insurance Update

The Department of Personnel and Training has published a notice of intent to award a contract for long-term care insurance to Aetna U.S. Healthcare. Effective June 1, coverage will be available to state employees and their spouses, parents, parents-in-law, and retirees and their spouses.

A tentative special enrollment period is set from May 1 through September 30, and employee enrollment meetings will be scheduled. Aetna will mail information to employees' homes and also will provide a toll-free number to call for additional details. You will receive further instructions soon.

Special Enrollment Changes

A recent memo explained revisions to the upcoming special enrollment process for health plans offered as of July 1. **Important:**

• The HealthKeepers, Sentara, QualChoice and Key Advantage SmileKeepers plans will no longer be offered as of July 1.

• Members of these plans should select a new plan for a July 1 effective date during an enrollment period of May 1 to May 31. Plan changes will not count as a floating enrollment, unless there also is a change in membership.

• HealthKeepers, Sentara, QualChoice and SmileKeepers members who take no enrollment action will default to Key Advantage. Remember: for the highest level of benefits, they must select a PCP by calling Trigon Member Services or faxing a PCP form.

★ Benefits materials for July 1 will be available to order on or after April 10

• SmileKeepers members can elect Key Advantage or Key Advantage Expanded without having the plan change count as a floating enrollment.

• Floating enrollment rules remain the same for plan selection by other eligible employees who are not affected by a discontinued plan. Employees must exercise their floating enrollment option to select a new plan for a July 1 effective date.

• There will be no KATY for this special enrollment. Employees who choose a plan other than Key Advantage must complete an Enrollment/Waiver form.

Delay in Employee Self-Service

Plans for an interactive benefits system have been postponed. The contractor was unable to deliver an acceptable product on time, and the contract has been terminated for default. A new request for proposals will be published soon. Under the new system, employees will be able to view or alter their health benefits on the Internet or by an upgraded, telephone-based interactive voice response system.

Note the City and Date!

- B.A. meetings are at 2:00 p.m., and employee meetings at 4:00 p.m., the same day
- See the list mailed to you for specific locations. To register: Jessica Cottingham at (804) 371-6436 or jcottingham@dpt.state.va.us



Apr. 19 – Richmond
Apr. 20 – Richmond
Apr. 24 – Portsmouth
Apr. 25 – Annandale
Apr. 27 – Richmond
May 1 – Harrisonburg
May 2 – Roanoke
May 3 – Abingdon

B.A.s: Register Now!